



# UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City, Benguet, CAR, PH  
VAT Reg. TIN: 000-864-006-00007

## PURCHASE ORDER

College of Social Sciences

Supplier	: <b>ZEP NETWORK AND DATA SOLUTION</b>	P.O. No.	: SPMO.GF.22.04.049 (2548)
Address	: Purok I Sinilian Cacalibosoan, Camiling, Tarlac	Date	: 18 April, 2022
Contact#/Email	: 0961.529.0648	Mode of Procurement	: NP - Small Value Procurement
TIN	: 428-827-596-000	PR No.	: 16018

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery	: Supply & Property Management Office, UP Baguio	Delivery Term	: FOB -Destination
Contact Person	: James Benedict E. Bagsic	Payment Term	: 30 calendar days
Contact Address	: Governor Pack Road, Baguio City, PH	Date of Delivery	: 45 calendar days
Contact #/Email	: 074.442.3484 / spmo.upbaguio@up.edu.ph		upon receipt of Purchase Order

STOCK/ PROPERTY NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
	lot	Design,Development, Implementation of the Official CSS Website with Cloud-hosting and Maintenance Package good for two years (Basic Information: RFP from: The College of Social Sciences at the University of the Philippines Baguio; Timeline: 45 day completion upon awarding of contract, with weekly updates, Hosting and Domain Package: a.Domain name: https://www.socsci.upb.edu.ph, https://www.css.upb.edu.ph, b.Current website use CMS: Wordpress or Joomla, c.Login credential of Hosting Server or Details of FTP Account, d.Email account to receive notifications and mails (can use UP Mail account), e.Hosting and maintenance for 2 years)  -*** Nothing Follows ***-  Canvass no. PC22.03.059	1	360,000.00	360,000.00

(Total Amount in Words): Three Hundred Sixty Thousand Pesos

**360,000.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent of every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

JOSEPH DE GUZMAN AGUILAR

Signature over printed name of supplier

Date

LEAH E. ABAYAO

Signature over Printed Name of Authorized Official

**Dean, College of Social Sciences**

Designation

Funds Cluster : 01 101101 CSS AP1 2022

ORS/BURS No. : 02-101101-2022-04-251

Funds Available :

Date of the ORS/BURS : 04-20-2022

CECILE G. DANGAWEN

Chief, Accounting Office

AMOUNT (SPMO) : 360,000.00



Republic of the Philippines  
**UNIVERSITY OF THE PHILIPPINES BAGUIO**  
Governor Pack Road, Baguio City 2600  
Telefax No. 442-3888/442-3484  
[www.upb.edu.ph](http://www.upb.edu.ph)

**Notice to Proceed**

**18 April, 2022**

**JOSEPH AGUILAR**  
General Manager  
**ZEP NETWORK AND DATA SOLUTION**  
Purok I Sinilian Cacalibosoan, Camiling, Tarlac  
Tel. No: 0961.529.0648

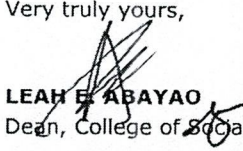
Dear Mr. **AGUILAR**:

Notice is hereby given to ZEP NETWORK AND DATA SOLUTION, represented by its General Manager, JOSEPH AGUILAR that work may commence on the Supply and Delivery of Professional Services for the Design, Development and Deployment of the Official Website for College of Social Sciences effective on \_\_\_\_\_ or \_\_\_\_\_ calendar day/s after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and condition of the agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the University of the Philippines Baguio.

Very truly yours,

  
**LEAH E. ABAYAO**  
Dean, College of Social Sciences

I acknowledge receipt of this Notice on:

Name of Representative of Bidder:

\_\_\_\_\_  
**JOSEPH DE GUZMAN AGUILAR**

Authorized Signature:

\_\_\_\_\_  
